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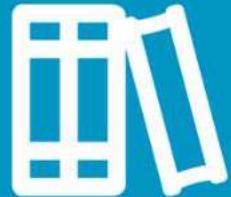
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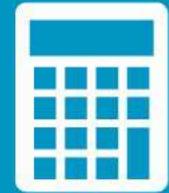
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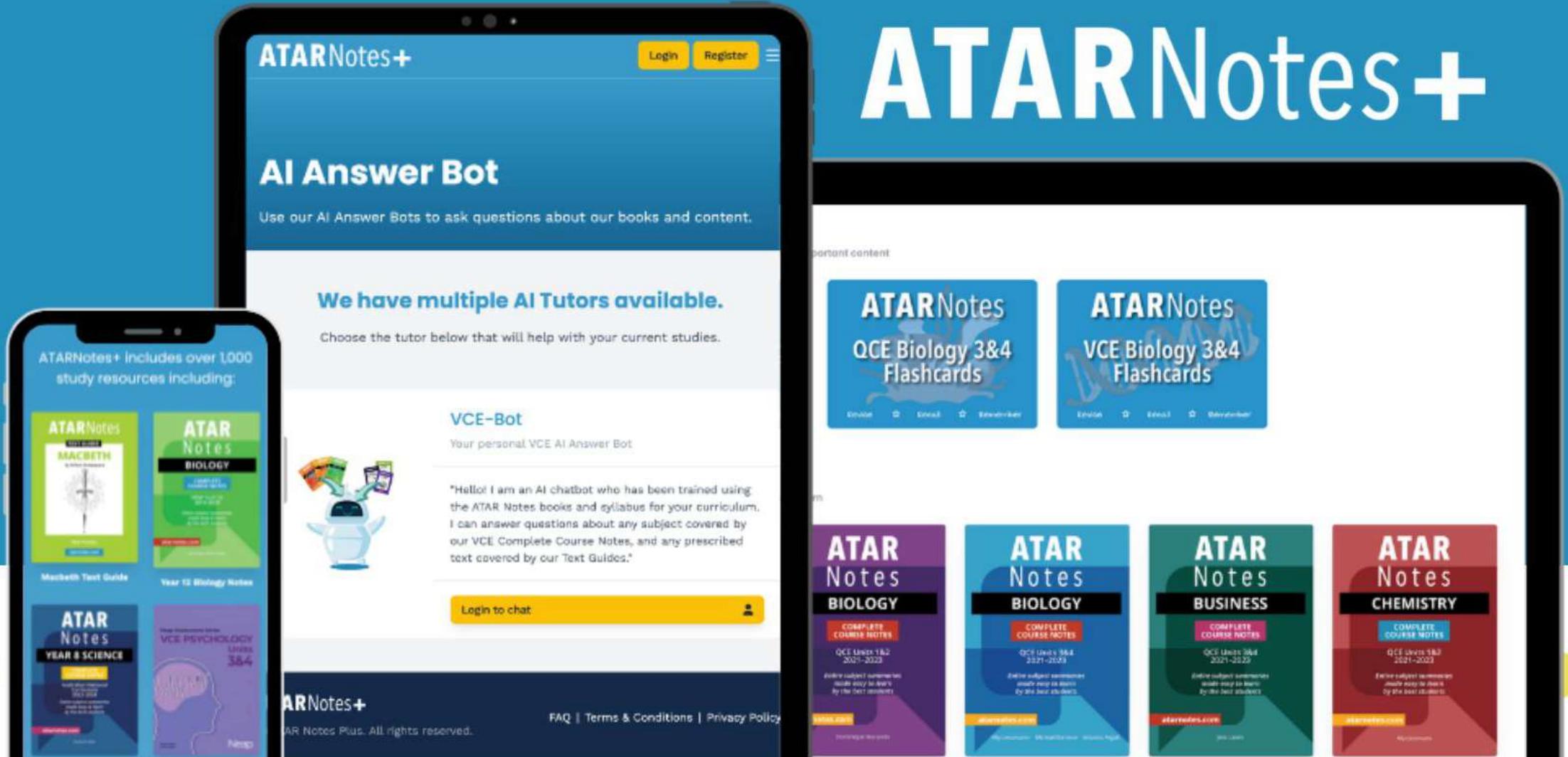
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The image displays the ATARNotes+ mobile application and its website interface. The mobile app on the left shows a grid of study resources including 'ATARNotes MACBETH', 'ATAR Notes BIOLOGY', 'ATAR Notes YEAR 11 SCIENCE', and 'ATAR Notes VCE PSYCHOLOGY'. The website on the right features a large 'ATARNotes+' logo and sections for 'AI Answer Bot' and 'We have multiple AI Tutors available.' It also shows 'ATARNotes QCE Biology 3&4 Flashcards' and 'ATARNotes VCE Biology 3&4 Flashcards'. Below these are four book covers: 'ATAR Notes BIOLOGY COMPLETE COURSE NOTES QCE Units 1&2 2021-2023', 'ATAR Notes BIOLOGY COMPLETE COURSE NOTES QCE Units 3&4 2021-2023', 'ATAR Notes BUSINESS COMPLETE COURSE NOTES QCE Units 1&2 2021-2023', and 'ATAR Notes CHEMISTRY COMPLETE COURSE NOTES QCE Units 1&2 2021-2023'.

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ATARNotes

Legal Studies 3&4

ATARNotes January Lecture Series

Presented by:
Sunny Norkute

Hi, I'm Sunny!

- Graduated in 2021 with an ATAR of 96.70
- Received a study score of 47 in Legal Studies
- Received 40+ study scores in English, Literature, Further Maths, Psychology
- Currently studying a Bachelor of Paramedicine at Monash University

IN TODAY'S LECTURE

Content Block One

- The Criminal Justice System (U3AOS1)

Content Block Two

- The Civil Justice System (U3AOS2)

Please note: the lecture slides and recording will be available to you after the lecture so don't stress if you miss out on something!

- The study design should be your go-to resource during exam season!
- Print one out and have it sitting on your desk whilst studying.
- Ensure to highlight and annotate it as you go along.



- The '**Key knowledge**' dot points tell you everything you should know for the exam.

Key knowledge

Key concepts

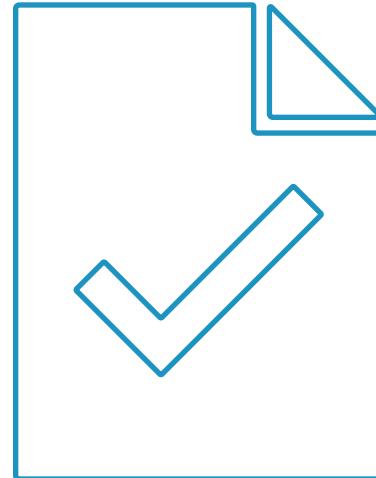
- the principles of justice: fairness, equality and access
- key concepts in the Victorian criminal justice system, including:
 - the distinction between summary offences and indictable offences
 - the burden of proof
 - the standard of proof
 - the presumption of innocence

- The '**Key skills**' dot points tell you everything you need to be able to do with that knowledge (e.g. discuss, analyse etc.)

Key skills

- define and use legal terminology
- discuss, interpret and analyse legal principles and information
- explain the rights of an accused and of victims in the criminal justice system

- As this is the last year of the study design, you have plenty of resources to use!
- Other than the study design, I would STRONGLY recommend using:
 - The exam reports
 - Past VCAA exams



- There is an examination report produced for **every single year!**
- These are particularly useful when you are attempting VCAA practice exams or want some guidance on how to answer questions.



2018 VCE Legal Studies examination report

What's included in the exam report?

Question 6

Marks	0	1	2	3	4	5	6	7	8	Average
%	15	11	13	14	15	12	10	7	3	3.3

To receive full marks for this question, students needed to evaluate two ways by discussing strengths and weaknesses and provide an overall conclusion.

Mark averages + tips on how to get full marks.

What's included in the exam report?

For example, some of the points that students could have drawn out in relation to the double majority requirement were as follows:

- The people get to choose whether the Constitution is changed or not – the parliament can never change the Constitution without putting it to the people.
- The double majority requirement is difficult to achieve, so the people will need to be convinced that the change is required or else they will vote 'no'.
- The people still have to wait for the parliament to decide what changes ought to be made, so the people are at the whim of the parliament in terms of voting on changes.
- It is questionable whether it is an effective check as some legitimate proposed changes have not gone through for reasons other than the people being reluctant to change the law. For example, people may vote according to the stance of their political party or they may simply vote no because of indifference, so is it really an effective check?

Points to bring up in your answers.

What's included in the exam report?

The following is an extract from a high-scoring response.

The referendum process under s. 128, outlines that the only way words or sections may be changed, removed or inserted, is by referenda, which involves the people entering into a compulsory vote to accept or deny the changes. The double majority requirement enables the strict nature of the process, requiring both a majority of voters nationally, and a majority in at least 4 of 6 states agreeing with the change for it to pass. Because of this, Parliament implements the referenda process, but can't approve changes without approval by the people, thus the people act as a check. However, this process possesses flaws, as often people refuse changes, with 8 of 44 being successful to date, out of confusion of facts or conservatism, meaning the people may refuse change for negative reasons in some instances, rather than due to careful consideration of parliament's intentions which may be beneficial.

High-scoring response from past students.

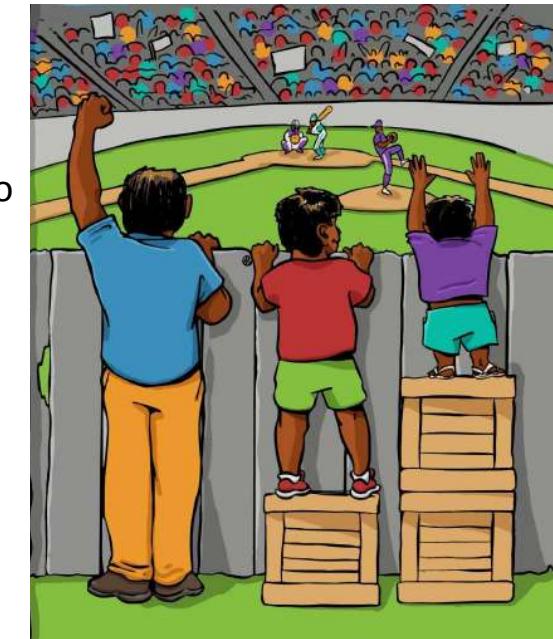
Fairness means having **impartial and just treatment** without discrimination or favouritism.

Equality means **all people should be equal before the law** and have the same opportunities as anyone else.

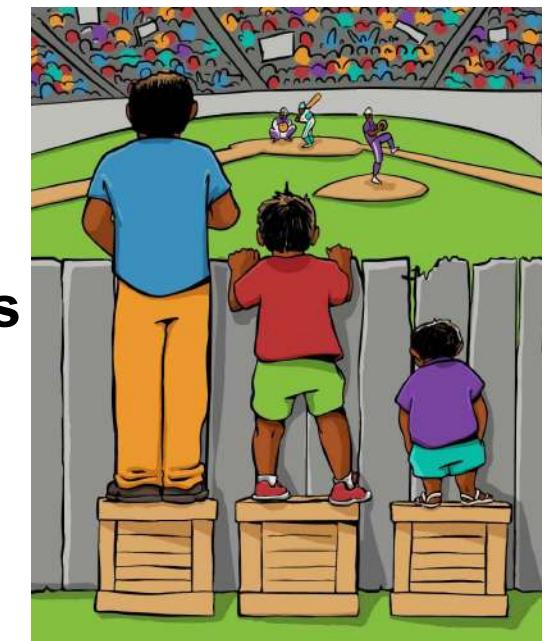
Access means **everyone should be able to access the justice system** and access information.

These concepts are **crucial**. They underpin every other piece of content in Unit 3, so it's important you have a solid understanding of each of them.

- Fairness: **refers to fair processes and a fair hearing**
 - everyone **understands court processes and procedures** particular to their case
 - processes and procedures are **completed in timely fashion with adequate legal representation**
 - everyone has the opportunity to **present an individual defence**
 - everyone should know what **evidence specific to the case** is being brought against them
 - everyone has the **opportunity to rebut/disprove** the respective counsel's case
 - everyone has the **opportunity to appeal** or review a decision made if there are grounds to do so



- Equality: **refers to the idea that all parties should be treated evenly before the law with an equal opportunity to present their case**
 - all people **treated equally under the law**
 - all people have an **equal opportunity to present their case**
 - the processes and persons who make decisions should have **no bias** and/or prejudice
 - to **not be treated at an advantage or disadvantage** because of a personal attribute or characteristic





Fairness

- Severe penalties are given for severe crimes and vice versa
- Can present their case with strict adherence to rules of evidence and procedure
- If people are treated differently, it should be from application of the law, not personal characteristics

Equality

- Being deemed equal in status, rights, and opportunities
- Everyone who comes before the law is treated the same
- Laws should be applied equally to everyone and not provide exceptions or discriminate individuals based on their personal attributes (e.g. sex, gender, race, religion etc.)

- Access: **refers to people understanding their legal rights and pursuing claims in the legal system**
 - everyone should **understand their legal rights**
 - everyone should be **able to pursue their case through avenues not beyond their reach**
 - everyone should be **able to access courts, education, information, assistance, bodies and institutions** regarding legal process and/or advice
 - **everyone should receive materials** from the above pertaining to criminal cases, processes and outcomes



Fairness

Legal processes, systems and institutions are fair and unbiased

- Impartial judge + jury
- Open, public hearing
- Koori Court

Equality

People are treated equally before the law and given an equal opportunity to present their case, regardless of personal factors

- All individuals are able to use the justice system
- All individuals experience the same rights

Access

All people understand their legal rights, and have the ability to pursue their case

- Victorian Legal Aid (VLA)
- Community Legal Centres (CLC's)
- Koori Court

When you use access in every question where you have to link to the principles of justice



It ain't much but it's honest work

BURDEN OF PRO

THE PROSECUTION

tion of a party to prove a case in court

STANDARD OF PR

BEYOND REASONABLE DOUBT

ee or extent to which a just be proved in court

Tried without unreasonable delay

Right to have one's charges heard in a timely manner, and that delays should only occur if they are considered reasonable

- Supported by section 21 (5) of the Human Rights Charter
- Acknowledges that delays will occur with the justice system; they simply cannot be illogical/unreasonable

Right to Silence

A fundamental rule of the common law is that a person suspected of a criminal offence has the right to silence

- Right of a suspect to refuse a police interview and the right of a defendant going through a criminal trial to choose not to give evidence.

Trial by jury

Involves members of the community being empaneled to listen to the facts of the case and determine the verdict

- Section 80 of the Commonwealth Constitution
- Involves a jury of 12+ members
- Only accessible to individuals charged with an indictable offence

Criminal Justice System

Rights of the Victim

Right to give evidence
as a vulnerable
witness

Right to be informed
about the
proceedings

Right to be informed
of the likely release
date of the accused

Victims' Charter Act 2006

Give evidence as a vulnerable witness
(‘alternative arrangements’)

Be informed about proceedings

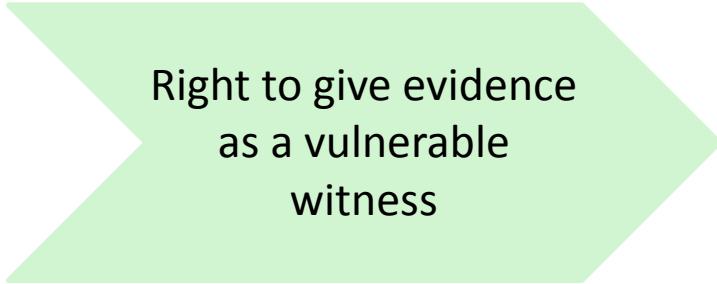
Be informed about the likely release
date of the accused

Allows victims that are considered vulnerable (such as individuals under 18 or individuals with a cognitive impairment) to access to certain provisions to protect and support them when they give evidence in court

The study design now deems this right as the right to give evidence using alternative arrangements

Additional information to use when explaining this right:

- Examples of extra provisions they can receive
 - A support person when giving evidence
 - Judges/legal representation can disrobe (e.g. take off wigs)
 - Give evidence through short circuit TV
- Supported under the Victim's Charter



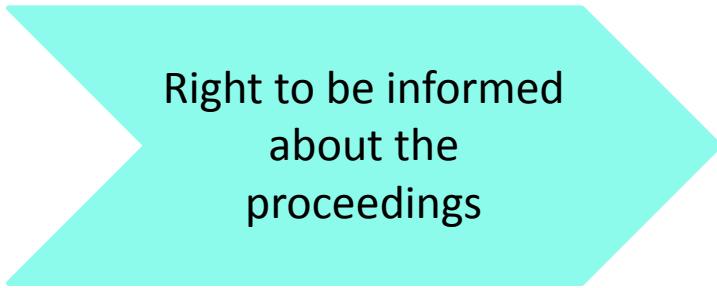
Right to give evidence
as a vulnerable
witness

- A vulnerable witness is generally either:
 - *A child*
 - *A person with a cognitive impairment*
- This right allows those vulnerable witnesses to ask the prosecutor to apply to the court to make the arrangements. This may be accepted or refused.
- Arrangements put in place can include:
 - *Support person or animal while giving evidence.*
 - *Court closed to the public.*
 - *Lawyers not wearing robes.*

Entitled to information regarding the investigation of the offence and the prosecution of the accused, and having court processes explained to them

Additional information to use when explaining this right:

- Supported by section 7, 8 and 9 of the Victim's Charter
- This can involve the prosecution sitting down with the victims and outlining what is occurring in the case (e.g. prosecution may inform the victim that they plan to proceed with a plea negotiation)



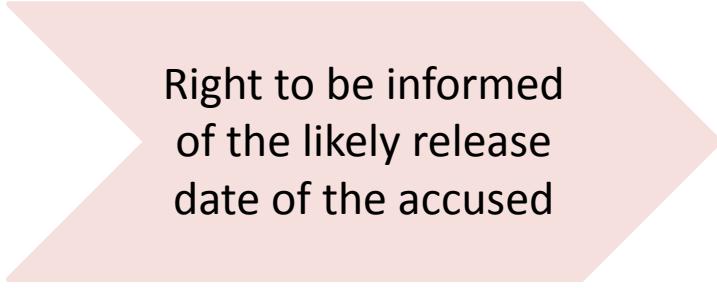
Right to be informed
about the
proceedings

- Victims of crime are entitled to be informed of any relevant information regarding the accused and their trial (or lack thereof).
- A victim must be informed of:
 - *The details of the charges made against the accused;*
 - *If no charges are made, the reasons for doing so;*
 - *How the victim can find out the date, time and place of any hearings/the trial;*
 - *The outcome of the trial (guilty, not guilty, qualified acquittal) and the details of any appeal made by the accused.*

Victims of crime are entitled to be informed of when the perpetrator of a crime against them is likely to be released from prison

Additional information to use when explaining this right:

- Supported by section 17 of the Victim's Charter
- Criteria regarding this right includes:
 - needs to be on the Victims Register
 - can only apply to certain offences (eg. offences involving assault or injury punishable by imprisonment)
 - will know at least 14 days before release



Right to be informed of the likely release date of the accused

- Victims are entitled to know the likely release date of the accused.
- The Act entitles a victim of a violent crime to apply to be included on the Victims Register.
- The Register allows victims to be informed of:
 - *The length of the prisoner's sentence;*
 - *The prisoners earliest release date;*
 - *Their release on parole;*
 - *Whether the prisoner has escaped.*

Victoria Legal Aid

- **Purpose:**

- VLA's vision is a fair and just society where every Victorians legal rights are upheld
- It exists as a government-funded organisation dedicated to providing legal representation and legal aid to accused individuals in Victoria who would otherwise be unable to access these services

- **Roles:**

- Provide legal aid in the most effective, economic and efficient manner;
- Manage it's resources to make legal aid available at a low or reasonable cost;
- Provide improved access to justice and remedies.

Free legal advice

Free legal information

Duty lawyer services

Grant of legal assistance

Community Legal Centres

- Purpose:
 - Providing accessible, efficient and low-cost legal services and advice to the general public on a wide range of criminal and civil matters.
- Roles:
 - Provide legal advice and representation at low or no cost;
 - Educate the general community as to their legal rights and obligations;
 - Help in achieving just and equitable outcomes for their clients.
- Types:
 - Generalist (geographical area)
 - Specialist (group of people/type of law)

Plea Negotiations

Definition	Discussions where the prosecution and accused work out an agreement to the charges laid.
Purposes	<ul style="list-style-type: none">- Save time, resources and money- Provide certainty- Prevent further harm to victim/witnesses
Appropriateness	<ul style="list-style-type: none">- Seriousness of crime- Strength of evidence- If the accused is willing to cooperate and plead guilty- Views of the victim- Possible adverse consequences of a full trial

Sentence Indications

Definition	Statement by the court of the likely sentence that the accused would receive if they were to plead guilty before a trial
Purposes	<ul style="list-style-type: none">- Save time, resources and money- Encourage guilty plea- Assist the accused in weighing up their legal options
Appropriateness (things to consider)	<ul style="list-style-type: none">- Complexity of facts- If there is sufficient information- Severity of the offence- Whether a sentence indication has already been given (indictable)



APPEALS

-If there are grounds for an appeal, a party who is dissatisfied with a decision in a criminal case can take the matter to a higher court to challenge the decision

SPECIALISATION

-The courts develop their own areas of expertise or specialisation, which saves on time and resources

- eg. Magistrates' Court specialises in Committal Hearings

Judge

- Manage the trial - ensuring that correct court procedure is followed, give directions, and clear up ambiguities made in submissions by parties
- Decide on the admissibility of evidence - the judge must ensure evidence is compliant with the *Evidence Act 2008 (Vic)* and the common law
- Attend to jury matters
- Hand down a sentence

Jury

- Be objective – the jury must bring an unbiased and open mind, and decide the case based on the facts alone
- Listen to and remember the evidence
- Deliver a verdict – a unanimous verdict is required for most serious offences, but a majority verdict may be accepted for certain offences

Legal Practitioners (Lawyers)

- Comply with their duty to the court – lawyers have a duty to the court to act ethically and in accordance with the law, and not misrepresent the law or their client's case
- Present their client's case in the best light possible
- Inform accused of their legal rights

Parties (Prosecution/Accused)

- Give an opening address to the jury/judge
- Present their case to the court in an open, diligent manner
- Make submissions about sentencing (should the accused be found/plead guilty)

DR DPP!



Deterrence: a process by which the sanction can discourage the offender and others in the community from committing similar offences

Denunciation: a process by which a court can demonstrate the community's disapproval of the offender's actions

Rehabilitation: a strategy designed to reform an offender in order to prevent them from committing offences in the future

Protection: a strategy designed to safeguard the community from an offender

Punishment: a strategy designed to penalise the offender and prevent them from reoffending

Fine: an amount of money ordered to be paid by the offender to the state of Victoria

Imprisonment: a sanction that involves the removal of the offender from society for a stated period of time and placing them in prison

Community Corrections Order: a CCO is a supervised sentence served in the community that includes special conditions

Sanctions	Punishment	Deterrence	Denunciation	Rehabilitation	Protection
Fine	<input checked="" type="checkbox"/> - Financial loss	<input checked="" type="checkbox"/> - Do not want to be subject to monetary penalty - Limited for wealthy offenders	<input checked="" type="checkbox"/> - May be achieved by a large fine		
CCO	<input checked="" type="checkbox"/> - Conditions attached	<input checked="" type="checkbox"/> - Individuals do not want to be subject to the conditions	<input checked="" type="checkbox"/> - Placing a large amount of conditions on the offender	<input checked="" type="checkbox"/> - Including programs designed to reform the offender	
Imprisonment	<input checked="" type="checkbox"/> - Loss of freedom and liberty	<input checked="" type="checkbox"/> - People do not want to be deprived of their liberty	<input checked="" type="checkbox"/> - Imposing a longer sentence	<input checked="" type="checkbox"/> - Programs may be offered - What does the recidivism rate suggest?	<input checked="" type="checkbox"/> - Removes offender from society

Aggravating Factors	Circumstances relating to the offence, victim or the offender which increase the offender's culpability and the severity of the crime
Mitigating Factors	Circumstances relating to the offence, victim or the offender which decrease the offender's culpability and the severity of the crime
Guilty Pleas	<ul style="list-style-type: none">- <i>Sentencing Act</i> requires that a less severe sentence is imposed- Will consider the stage at which the plea was entered.
Victim Impact Statements	<ul style="list-style-type: none">- Detail the effects of the offence on the victim through words/drawings- Can be made on behalf of a victim in certain circumstances (e.g. under 18)

Criminal Law	Civil Law
→ crime	→ wrong
→ prosecute	→ sue, issue or bring civil claim
→ prosecution	→ plaintiff
→ defendant	→ defendant
→ purposes of sanctions: punishment, deterrence, denunciation, protection, rehabilitation	→ purposes of remedies: to restore injured party back to their original position
→ sanction	→ remedy
→ standard of proof: beyond reasonable doubt	→ standard of proof: on the balance of probabilities
→ burden of proof: prosecution	→ burden of proof: plaintiff
→ found guilty or innocent	→ found liable
→ original/appellate jurisdiction	→ original/appellate jurisdiction

Fairness means having **impartial and just treatment** without discrimination or favouritism.

Equality means **all people should be equal before the law** and have the same opportunities as anyone else.

Access means **everyone should be able to access the justice system** and access information

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BURDEN OF PRO

THE PLAINTIFF

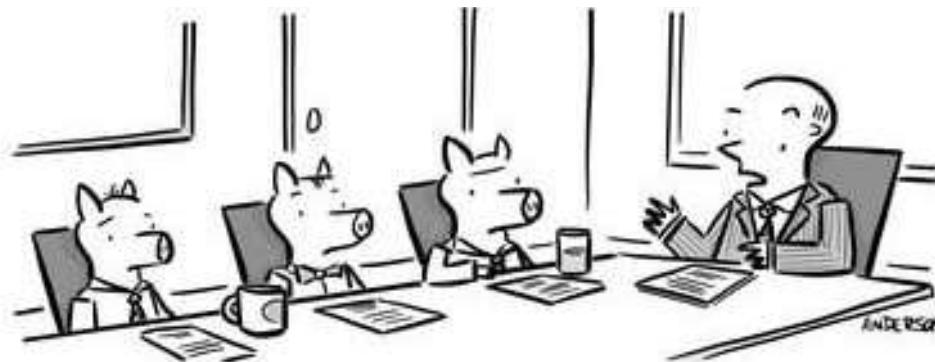
tion of a party to prove a case in court

STANDARD OF PR

ON THE BALANCE OF PROBABILITIES

ee or extent to which a just be proved in court

- A representative proceeding can also be called a '**class action**'
- This is where one person brings a case against a defendant on behalf of seven or more people
- In order to qualify as a representative proceeding, the questions of fact or law that are raised must be similar in all of the cases that are being brought together
- There are two groups that benefit from representative proceedings; individuals, and the courts



"First off, you admitted to using shoddy materials during construction. Secondly, exhaling is not a crime. And, finally, three does not a class action lawsuit make."

Benefits of Representative Proceedings

- the group members can share the cost
- more efficient way of court dealings, saving court time
- people can pursue civil action they may not be able to afford on their own, enabling access
- in some claims, a litigation funder may be prepared to fund the class action

FOR THE INDIVIDUAL

BENEFITS

- It will allow them to pursue a case that they otherwise might not have been able to afford to pursue
- Usually, large corporate law firms will take on class actions for free/minimal cost to the plaintiffs

DISADVANTAGES

- Loss of control over their case
- Less individualised, causing individuals involved to feel unimportant/that their voice isn't heard within the case

FOR THE COURT

BENEFITS

- It is a streamlined process of a representative proceeding, meaning that multiple individual cases with the same fact scenario are not tying up court resources

DISADVANTAGES

- Once again, less focus on individuals within the court room



Any related costs incurred through the civil justice system

Examples of costs in taking a civil claim to court:

- Lawyers (e.g. solicitors usually cost between \$200-\$600 per hour)
- Jury costs (e.g. first day charge for a jury in the County Court is around \$756.90)
- Pleadings (e.g. a filing fee for a claim less than \$100,000 is around \$677.50)
 - Pre-trial procedures add significantly to costs as well

The restriction placed on the time within which a civil action can be commenced

- Most limitations are listed in the Limitation of Actions (Amendment) Act 2002

- This Act does allow for extensions (individuals need to apply)

Example of limitation of actions:

- Defamation cases can only be commenced within one year of the act occurring

Complications which can occur during the application or execution of a court order

Examples of enforcement issues:

- Whether the defendant is able to afford the damages the plaintiff has been awarded/is asking for
- Whether the defendant is in the country (if the defendant is not, it may be difficult to enforce the damages awarded to the plaintiff)

Purposes:

- *Conciliating disputes between consumers and traders, tenants and landlords*
- *Educating individuals on their rights and responsibilities*

Broken down, this means:

- Ensuring businesses comply with consumer laws
- Encouraging people to exercise consumer rights
- Providing fair and safe residential tenancies
- Encouraging modern effective consumer law framework



Appropriateness:

- When determining the appropriateness of CAV, consider:
 - whether the dispute is within CAV's jurisdiction
 - whether the dispute is likely to settle
 - whether the claim is from a tenant/consumer
 - whether the parties are willing to participate in conciliation
 - whether there are other or better ways to resolve the dispute



APPROPRIATE

- When parties are willing to discuss the issue (conciliation) and are able to come to resolution themselves
- When parties have limited money

INAPPROPRIATE

- When parties refuse to discuss the issue (CAV cannot force a party to discuss)
- When a case does not fit under their jurisdiction

*you also need to be able to discuss when CAV is both appropriate and inappropriate, particularly when given case studies!

Purpose:

- *To hear smaller civil cases more efficiently and effectively*

Broken down, this means:

- Reducing costs such as lawyers, certain fees and the three tier payment system
- Being quicker than the courts as there aren't as many procedures, e.g. average time taken to resolve disputes on the civil claims list in 2015-2016 was 10 weeks)
- Efficiency due to less formal/less costly procedures



Appropriateness:

- When determining the appropriateness of VCAT, consider:
 - whether the dispute is within VCAT's jurisdiction
 - the costs and time involved
 - whether the parties can resolve the dispute themselves
 - whether the parties prefer the formality of the courtroom
 - whether the matter is large or complex
 - doctrine of precedent

APPROPRIATE

- When a party wants to resolve their dispute through mediation or arbitration
- When a party does not wish to go to court but wants a legally binding decision (arbitration)
- When a party does not wish to have a lawyer/cannot afford to go to court

INAPPROPRIATE

- Although costs are usually lower, it can still be expensive
- Sometimes the waiting times are quite long
- When a case does not fit under VCAT's jurisdiction (in terms of monetary jurisdiction and VCAT's lists)

*you also need to be able to discuss when VCAT is both appropriate and inappropriate, particularly when given case studies!

VCAT	CAV
→ tribunal	→ complaints body (organisation established by Parliament)
→ has jurisdiction in administrative disputes, civil disputes, human rights disputes and residential tenancies	→ has jurisdiction in the supply of goods and services, owner's corporations, retirement villages and residential tenancies
→ uses mediation and other methods	→ uses conciliation
→ some filing fees and hearing fees for certain claims	→ conciliation process is free

Civil Justice System



Civil Court Hierarchy

Administrative Convenience

- The existence of the court hierarchy allows for civil cases to be distributed **according to their complexity and seriousness**
- Less serious/complex cases are heard in the lower courts, whereas more serious/complex cases are heard in the higher courts
- Allows courts to allocate their time and reduce delays

Appeals

- Involves a party (who is dissatisfied with the outcome of the trial) appealing to a higher court to rehear the case.
- This allows for matters to be taken to higher courts where cases can be heard with more superior and specialised judges that have extensive knowledge and expertise

All of the judicial powers of case management were given to Victorian judges with the passing of the *Civil Procedure Act 2010*

- This gave the judges a number of powers when dealing with a civil case, including:
 - The power to refer a civil case to mediation
 - The power to give any directions that they deem necessary for the case
- These powers facilitate the just, efficient, timely and cost-effective resolution of the issues in dispute



Directions refer to instructions given by the judge which compels a party to do something, usually by a certain time

- This can include:
 - limiting the scope of discovery to ensure it doesn't take too long
 - participating in any methods of alternative dispute resolution
 - restricting the time for final-hearings, including limiting the number of witnesses and the time to make submissions or cross-examine witnesses

MEDIATION

- A third party (mediator)
- Listens to both sides of disputes
- Facilitates discussion between the two parties (does not provide own opinion)

CONCILIATION

- A third party (conciliator) who is an expert in the particular dispute issue
- Listens to both sides of disputes
- Facilitates discussion between the two parties by providing suggestions

ARBITRATION

- A third party (arbitrator)
- Listens to both sides of dispute and then provides a legally binding decision

Characteristic	Mediation	Conciliation	Arbitration
Formal	✗	✗	✓
Expert Knowledge (third party)	✗	✓	✓
Offers suggestions (third party)	✗	✓	✓
Legally Binding	✗	✗	✓
Focus on Relationship	✓	✓	✗
Time Efficient	✓	✓	✗

What is a remedy?

- A remedy is the means by which a plaintiff's civil rights are protected or corrected for injury caused by a defendant.

Purpose of a civil remedy:

- To restore the injured party to the position they were in before the harm occurred.

Damages

Damages involve an amount of money paid by the defendant to the plaintiff in the settlement of their claim

Injunctions

An injunction is a court order against the losing party in a civil case that either prohibits a particular act (a restrictive injunction) or compels them to perform a particular act (a mandatory injunction)

The **purpose** of damages is to compensate the plaintiff for any loss or harm suffered

This helps to achieve the overall purpose of remedies — returning the plaintiff to the position they were in before the defendant caused the harm

The **purpose** of injunctions is to rectify a situation caused by the person who has been found to be in the wrong

Once again, injunctions can help achieve the overarching purpose of remedies

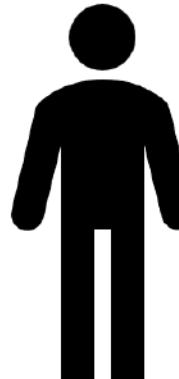
Damages:

- *What sort of loss has the plaintiff suffered — economic, physical, emotional, mental, reputation?*
- *What is the appropriate measure for unquantifiable losses such as pain and suffering, humiliation, reputation and loss of life?*
- *Can money return the plaintiff to the position they were in before the harm occurred?*
- *Can damages compensate for the time in having the case heard, and for stress and inconvenience?*

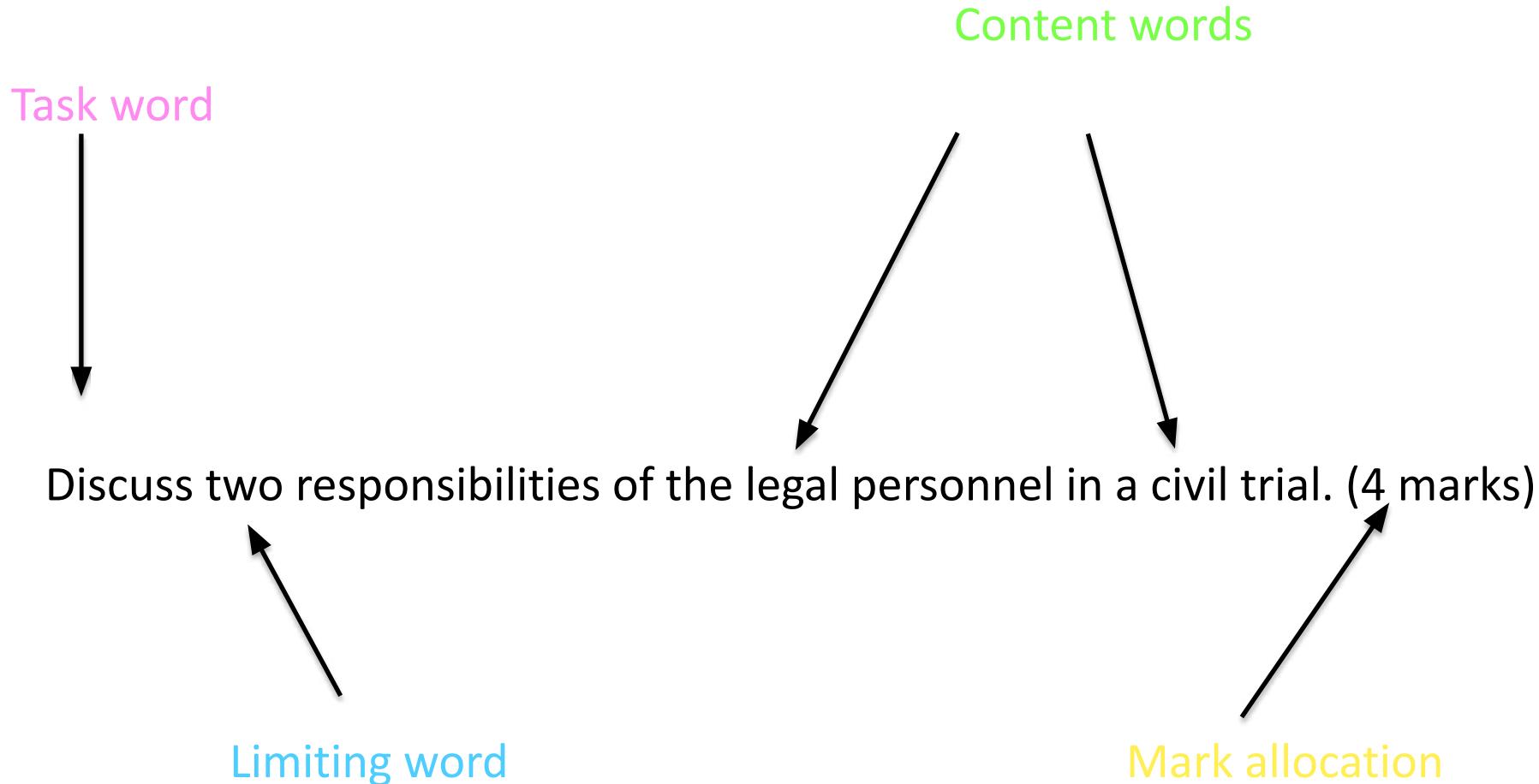


Injunctions:

- *Has the defendant already done something damaging and the plaintiff is stopping the defendant from causing any further damage?*
- *Will an injunction stop the defendant from doing other things?*
- *Will the defendant comply with the injunction?*
- *Even if the defendant does comply with the injunction, does it mean the plaintiff is fully returned to their original position?*



- There are four key elements that you need to look at when you are confronted with a question on a SAC or exam:
 - **Task words:** This is the part of the question that will tell you **how to craft your answer** – for example, evaluate, discuss, critically evaluate, identify
 - **Content words:** These are the words which will tell you **what section of the study design** you should be looking towards
 - **Limiting words:** These are vital, as they **tell you what NOT to write** – e.g. “one example”
 - **Mark and time allocation:** As an average rule, in the end of year exam, it’s approximately a minute and a half per mark



- **Discuss**: for and against arguments
- **Evaluate**: advantages, disadvantages, and opinion/evaluative summary
- **To what extent**: state the extent!! (e.g. 'to a large extent')
- **Compare**: similarities and differences
- **Distinguish**: identify the key differences between two or more things!
 - *Tip: USE WHEREAS (you will lose some/all marks for the question if you don't use a distinguishing word between the two aspects you are comparing e.g. A whereas B)*

Tip: SIGNPOST ANSWERS

e.g. One advantage
is...however..

- 2 marks: 3 minutes
- 3 marks: 4.5 minutes
- 4 marks: 6 minutes
- 5 marks: 7.5 minutes
- 6 marks: 9 minutes
- 7 marks: 10.5 minutes
- 8 marks: 12 minutes
- 9 marks: 13.5 minutes
- 10 marks: 15 minutes

Why are these time limits so important?

Your end of year exam is worth a total of 80 marks. You have 120 minutes of writing time.

$$80 \text{ marks} \times 1.5 \text{ minutes} = 120 \text{ minutes}$$

Time Management

- Knowledge

- Understanding

- Application

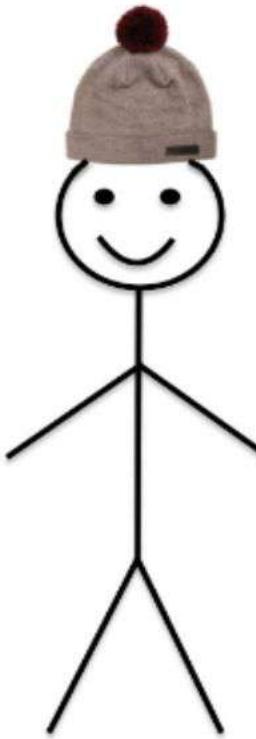
- The first and unfortunately most unhelpful tip is that absolutely everyone is different when it comes to what works for them...
- However, to effectively study, I would recommend using the below techniques to follow the study process I just outlined for you!
 - Flash cards
 - One page summaries
 - Going through the study design
 - Explain concepts with your family/friends
 - Timed practice exams
 - Using the examiner's reports
 - Practice questions
 - Brainstorming/Mind maps
 - Using your teachers
- For example, you may decide to use flash cards (knowledge), then explain concepts to your family (understanding), then proceed to practice exams (application)

Be like Bill

He revises his legal unit 3 knowledge once every two weeks in term 3

He makes sure he does at least one legal ten marker a week

Be like Bill



ATAR Notes

Thanks for watching!

Good luck with your studies! :)